

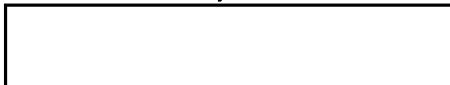
27 NOV 1981

MEMORANDUM FOR THE RECORD

SUBJECT: Memorandum of Agreement Between General Services Administration and the Agency on the New Building Project at Headquarters

1. On 16 November 1981, representatives of the Building Planning Staff, OL (BPS/OL), met with the General Services Administration (GSA) on the referenced subject. The following persons were present:

James Stewart, Director, Construction Management Division, GSA
Claude Bernier, Deputy Director, Construction Management Division, GSA
Robert Sheeve, Construction Management Division, GSA
Tom Graves, Construction Management Division, GSA



2. The Agency advised that the draft Memorandum of Agreement prepared by GSA is generally acceptable and requested several additions. Mr. Stewart concurred and will have his staff edit the changes into the agreement and prepare a final document.

3. Mr. Stewart asked the Agency's preference for having the agreement executed at the regional or central office level of GSA. BPS/OL advised that execution at the regional level would be satisfactory to the Agency.

4. Since Mr. Stewart was unable to attend the GSA Regional Review Panel briefing on the Agency's Master Development Plan, BPS/OL described the program and presented photos of the site model. Mr. Stewart stated that he had read the Environmental Assessment and the Master Development Plan prepared by Skidmore, Owings & Merrill and indicated that the documents were well prepared.

5. Mr. Stewart stated that many architectural and engineering firms were calling his office asking the status of the project and the selection procedures for the design services. BPS/OL advised that the Agency was still developing timing and selection procedures for architect-engineer (A&E) design services. BPS/OL stated that Jerry Shiplett of the Planning Division of the National Capital Region, GSA, had been helpful in recommending selection procedures for the Master Plan design and asked if similar assistance could be solicited from GSA's Design and Construction Division for A&E design services. Mr. Stewart advised that his staff would be glad to help and named Mr. Tom Graves as his staff contact for this matter.



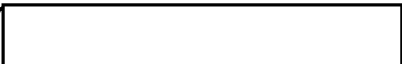
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Building Planning Staff, OL

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